

RICHARDSON BAY REGIONAL AGENCY

STAFF REPORT

For the meeting of May 14, 2026

To: Board of Directors
From: Brad Gross, Executive Director
Subject: Amendment #2 of Contract between RBRA and Beth A. Pollard (Contractor) for continued professional consulting services and delegate to Executive Director authority to enter into amendments to this Contract subject to Counsel Approval as to form.

STAFF RECOMMENDATION:

Receive report from staff and approve Contract Amendment #2, and Resolution 26-07 extending the contract term for one year for professional consulting services, and increase contract for FY27 by \$30,000 for a maximum contract amount of \$80,000.

Motion: Approve Resolution 26-07 for a one-year contract extension with Contractor for professional services to Richardson Bay Regional Agency with the Contract term extended to June 30, 2027. The maximum amount payable under this Contract for this period not to exceed eighty thousand dollars (\$80,000). Delegate authority to Executive Director to enter into future amendments to this Contract subject to Counsel approval as to form.

SUMMARY:

At the meeting of January 9, 2025, the Executive Director via delegated authority, approved Contractor as consultant to Richardson Bay Regional Agency (RBRA) for professional consulting services as set forth in the attached Personal Services Contract (PSC). The initial term of this contract was December 2, 2024, through June 30, 2025 with the maximum amount payable under the contract for this period not to exceed \$20,000.

At the meeting of May 8, 2025, this Board authorized the Executive Director to execute Contract Amendment #2, extending the maximum term of this Contract through June 30, 2026, and increasing the contract amount for FY26 by \$30,000 to a maximum contract amount of \$50,000.

The Contractor's management experience in City and County government and past role as Executive Director of RBRA allows for efficient part-time consulting and special project management to ensure continuity of current RBRA policy objectives, as determined by the RBRA Board of Directors. Consulting services and special project assistance provided by Contractor have been efficient and effective, and deliverables have been consistent, timely, and professional.

Staff is recommending authorization for the Executive Director to execute Contract Amendment #2, extending the maximum term of this Contract through June 30, 2027, unless otherwise extended, and increasing the contract amount for FY27 by \$30,000 to a maximum contract amount of \$80,000. All other terms and conditions of the Contract, not specifically modified, amended, or superseded herein, shall continue in full force and effect.

FISCAL IMPACT:

Funds to support the contract costs are contained in the FY27 Budget.

Attachments:

Attachment 1: RBRA/Pollard Professional Services Contract

Attachment 2: DRAFT Amendment #2

Attachment 3: DRAFT Resolution 26-07